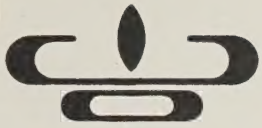
Ont DE
371.14609713
059DE/AW



ORIENTATION BULLETIN

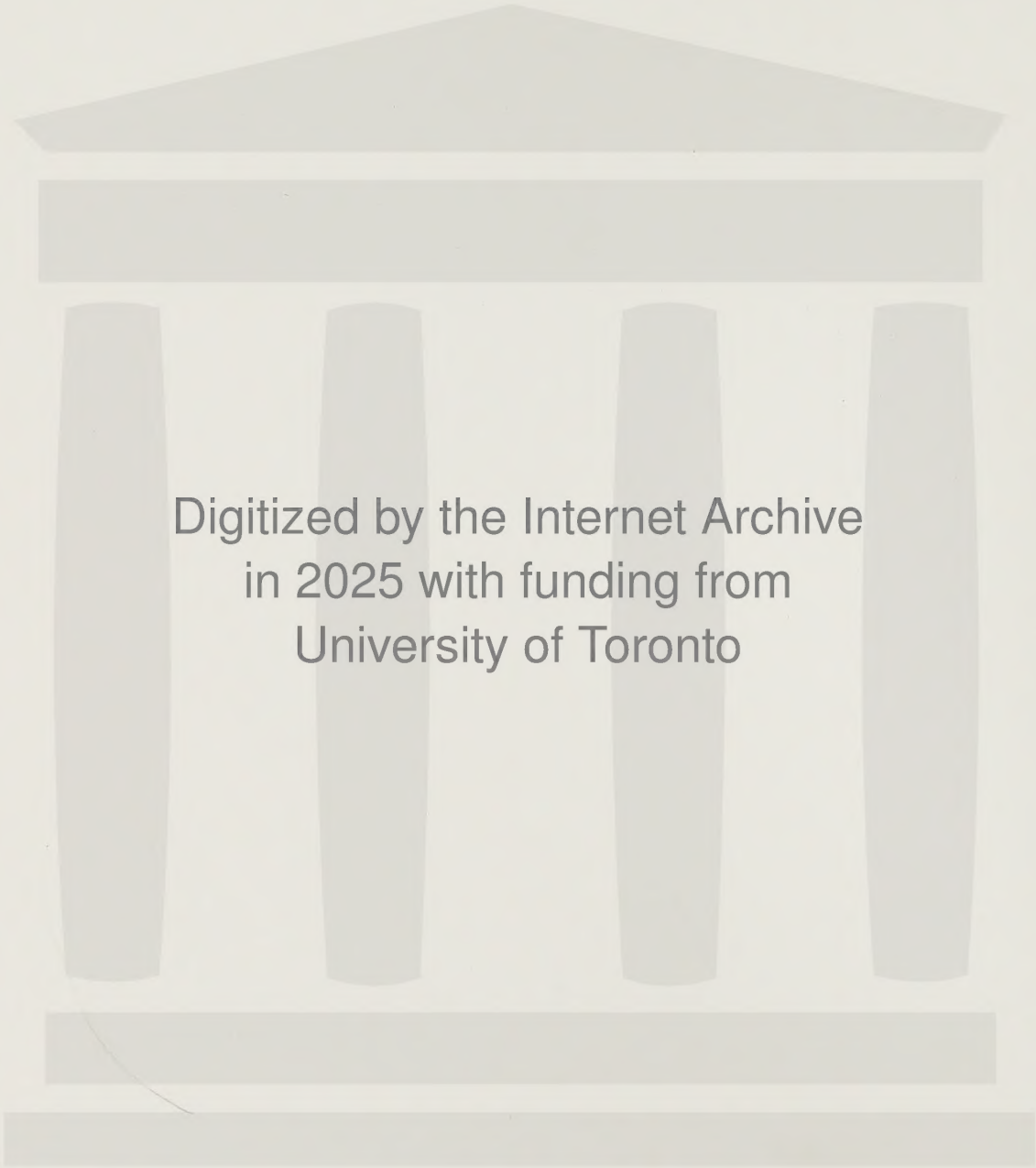
ONTARIO DEPARTMENT OF EDUCATION

WINTER COURSE IN ART SPONSORED BY

THE HALTON COUNTY BOARD OF EDUCATION

WINTER

1969–70


Digitized by the Internet Archive
in 2025 with funding from
University of Toronto

https://archive.org/details/orientationbulle00onta_21

CONTENTS

	Page
Welcome	1
What to do on Tuesday, September 23	2,3
Form A for personal record	4
School location	5
School plan	6
The staff	7,8
The work of staff members	9
The "6-day" session plan	10
Selecting a personal programme	11,12
The units of work	13,14,15
Summary - staff, units of work and rooms	16
Working at your programme	17
When you finish a work unit	18,19
General information	20
Evaluating the winter session	21
Questionnaire	22

CONTENTS

Page

Welcome _____ 1

What to do on Tuesday, September 23 _____ 2,3

Form A for personal record _____ 4

School location _____ 5

School plan _____ 6

The staff _____ 7,8

The work of staff members _____ 9

The "6-day" session plan _____ 10

Selecting a personal programme _____ 11,12

The units of work _____ 13,14,15

Summary - staff, units of work and rooms _____ 16

Working at your programme _____ 17

When you finish a work unit _____ 18,19

General information _____ 20

Evaluating the winter session _____ 21

Questionnaire _____ 22

WELCOME

Welcome to the Ontario Department of Education Winter Course in Art sponsored by the Halton County Board of Education.

The format of this Orientation Bulletin and the organization of the course as a whole corresponds with other summer and winter Department courses in art. Teachers enrolled thereby benefit, since familiarity with the nature of the programme is of much assistance as subsequent courses are taken.

Students may enrol in either Elementary or Intermediate Part 1 course once they receive admittance from the Halton County Board of Education.

A choice of work units is available to all students who register for the winter course.

Every effort will be made to give students the units that they would like. However, no guarantee can be given that you will be able to register in all the units of your choice. Please bear in mind that this is first and foremost an Art Course and all the units are planned to acquaint teachers with a philosophy of art education and to provide assistance with certain basic skills. Some units are beamed to specific grade levels but even these can be adapted to suit the needs of teachers of any grade level.

INFORMATION FOR REGISTRATION ON SEPTEMBER 23, 1969

6:30 - 7:15 Report to registration desks as signs direct.

(a) Please pay balance of course fee making cheque payable to the Halton County Board of Education. All fees are due September 30, 1969.

(b) Obtain the correct progress record card. (Elementary or Intermediate Part I) Fill out the front side of this card. Please PRINT in ink in CAPITAL LETTERS. Students in Holy Orders should list both religious community name and lay name. Department of Veterans Affairs (D.V.A.) students should write their branch of service numbers on their cards.

(c) Fill in the spaces at the top of FORM A which you will be given.

(d) If time permits, acquaint yourself with the areas of the school to be used, visiting staff members in their rooms. Some displays will be in evidence.

7:30 - 8:00 Assembly in the cafetorium.

8:00 - 9:00 Workshop Enrolment.

(a) If you are seeking an Elementary Certificate, enrol in one (1 only) workshop. On a subsequent evening in session one you will be given opportunity to complete your enrolment. By waiting until the course is under way for several evenings, you will be better able to make your course choices.

(b) If you are a candidate for the Intermediate Part I Certificate you may enrol in one or all of your workshops. (This is the only evening you will be given preference). If you wish you may reserve final commitment until the subsequent evening enrolment opportunity.

(c) Everyone will automatically be in either lecture 121 or 222 therefore no action is necessary in this regard on registration night.

Summary

Please do not leave yourself open to inconvenience or disappointment. You are not registered in this winter course unless on the evening of Tuesday, September 23, 1969 you have done the following BEFORE YOU LEAVE THE BUILDING:

(1) Paid your fees. Postdated cheques to be payable not later than September 30, 1969.

(2) Obtained (filled in the front) and returned your student progress record card.

(3) Obtained (filled in the front) and returned your FORM A. BE CERTAIN you have had a staff member's initialed acceptance for the workshop of your choice for at least session I. (ie. September 30 - November 25) BE CERTAIN that the staff member has entered your name on his or her list when your FORM A is initialed for session I.

Having completed the above requirements you are prepared for the following Tuesday, September 30, 1969, "Day 1a", when you are expected to be present shortly before 6:30 for your lecture unit in either the cafetorium (Elementary Pedagogy HC 121) or in room 212 (History of Art HC 222).

WINTER COURSE IN ART

FORM A

(This is a valuable document! : DO NOT LOSE IT!)

NAME _____ FOR STAFF USE

CERTIFICATE: Elementary ☐ Intermediate ☐ Checked by:

HOME ADDRESS _____

APPROVED TIME-TABLE

INITIALS _____ INITIALS _____

UNITS OF WORK

DATE	Sept.30 to Nov.25	DATE	Dec.2 to Jan.27
Unit No.		Unit No.	
Staff Member		Staff Member	
Room No.		Room No.	

INITIALS _____ INITIALS _____

UNITS OF WORK

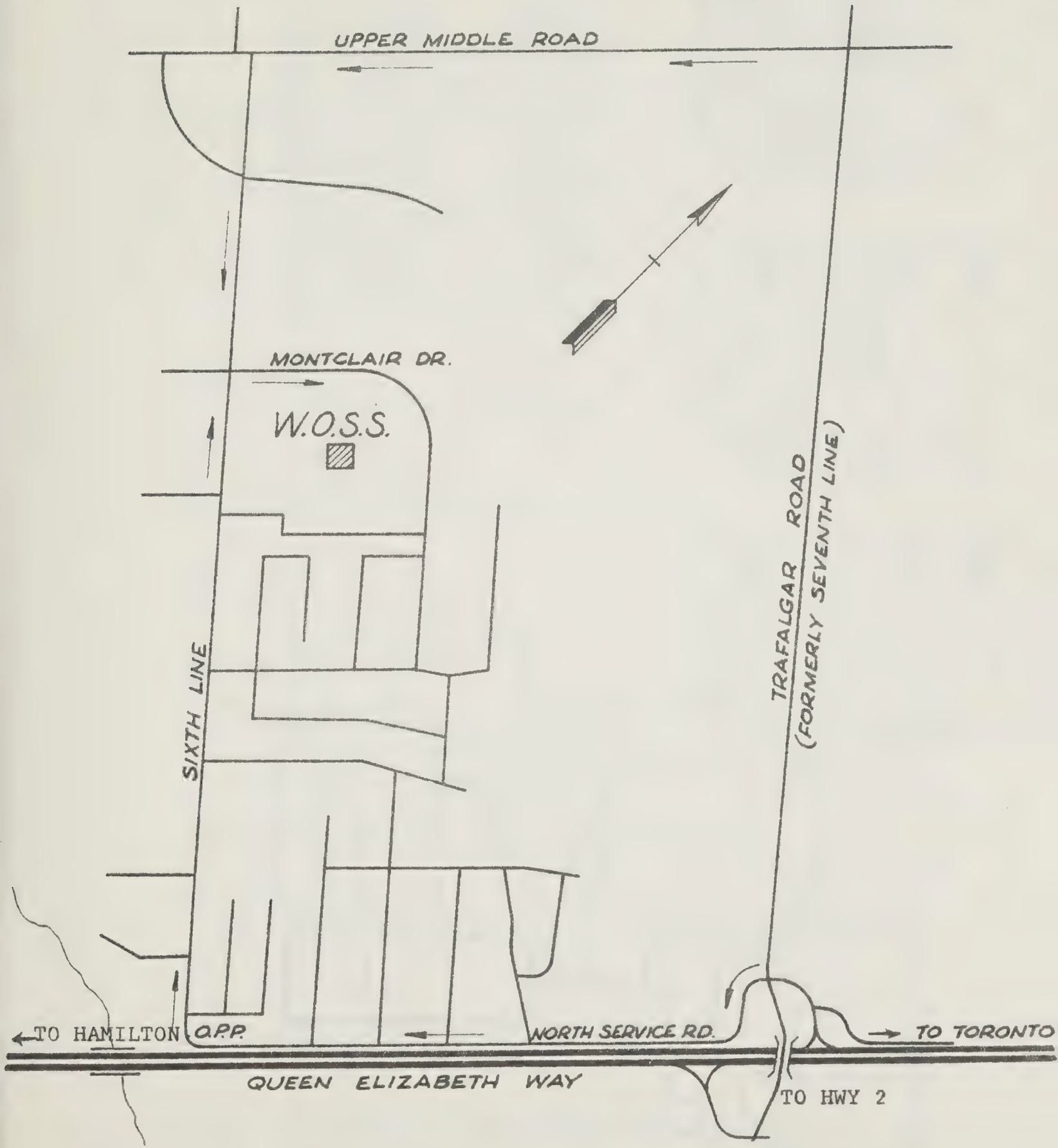
DATE	Feb.3 to March 10	DATE	March 24 to May 5
Unit No.		Unit No.	
Staff Member		Staff Member	
Room No.		Room No.	

LECTURES

UNIT NO.	TIME	DATE OF LECTURES	ROOM NO.

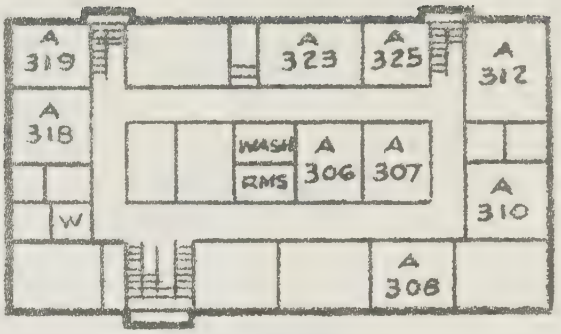
COURSE LOCATION

WHITE OAKS SECONDARY SCHOOL
1330 MONTCLAIR DRIVE, OAKVILLE.

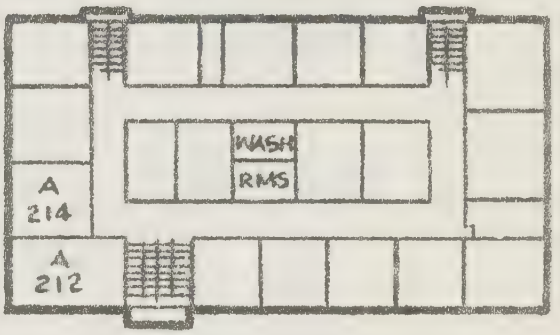


SCHOOL PLAN

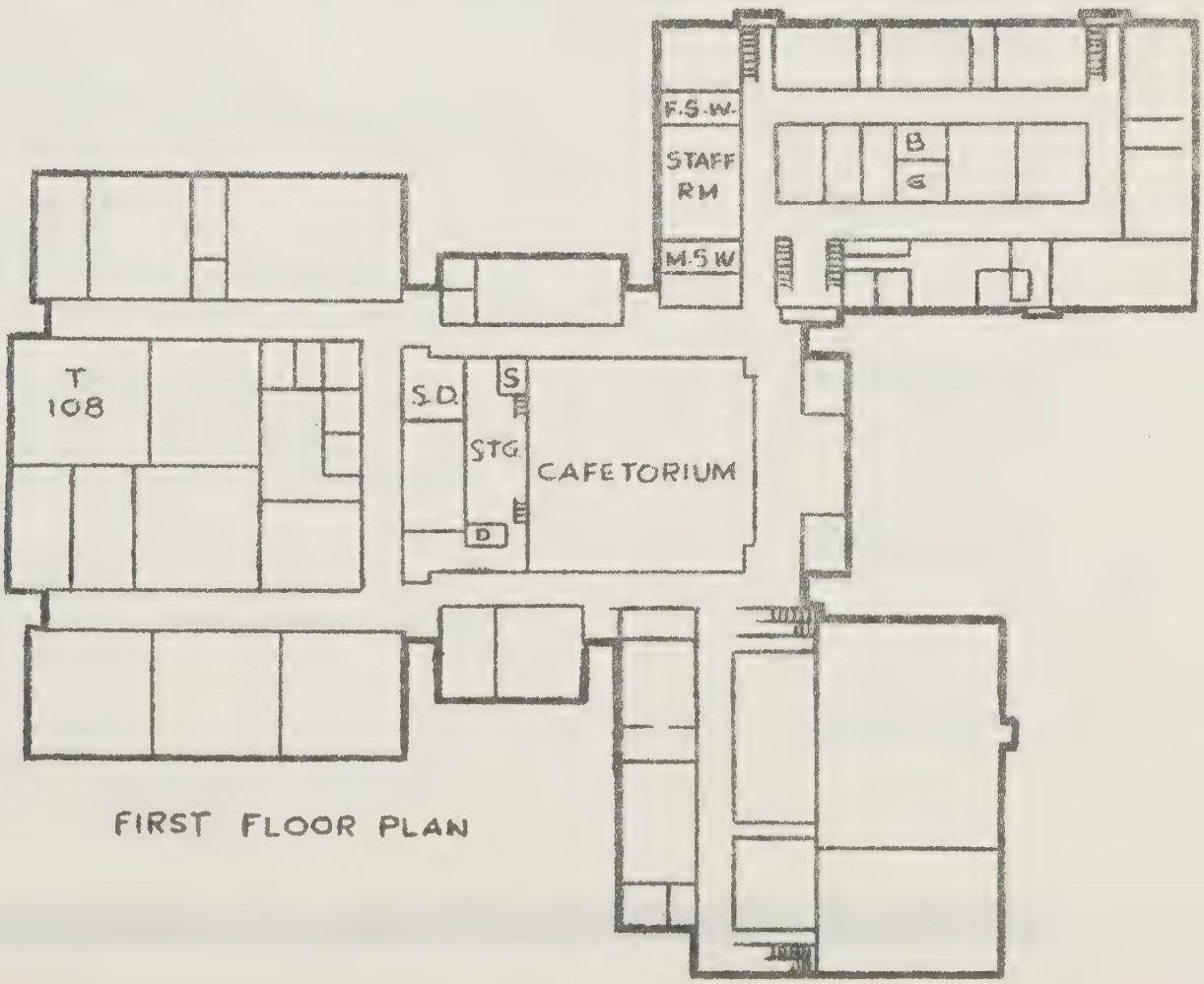
Room No.	Name	Unit No.
307	Mrs. Pirosko	HC 102
310	Mr. Mackison	HC 104
312	Mr. Dowding	HC 111e
325	Mrs. Newbigging	HC 112a
323	Mrs. Mackison	HC 114a
Cafetorium	Mr. Lavender	HC 121
319	Mrs. Neilson	HC 132
308	Mrs. Woods	HC 135
318	Mrs. Johnson	HC 138a
T108	Mr. Newbigging	HC 139
312	Mr. Dowding	HC 150
306	Mr. Swift	HC 150a
212	Mr. Bateman	HC 222
W	Mr. Battersby	Office



THIRD FLOOR "A" WING



SECOND FLOOR "A" WING



FIRST FLOOR PLAN

THE STAFF

J. Battersby B.A. Art Consultant Halton County Board of Education	PRINCIPAL
R. Bateman B.A. Art Consultant Halton County Board of Education	LECTURER
J. Dowding B.A. Art Instructor Lorne Park Secondary School Peel County Board of Education	INSTRUCTOR COUNSELLOR
Sabine Johnson Art Teacher Central Senior Public School Halton County Board of Education	COUNSELLOR
E.S. Lavender B.A. Assistant Superintendent Halton County Board of Education	LECTURER
B. Mackison Art Teacher Harrison Public School Halton County Board of Education	COUNSELLOR
Jean Mackison Art Teacher Centennial Public School Halton County Board of Education	COUNSELLOR
R.D. Newbigging B.A. Head of Art Department Mayfield Secondary School Peel County Board of Education	COUNSELLOR
Eva Newbigging B.A. Art Teacher Formerly with Peel County Board of Education	COUNSELLOR
Nancy Neilson Art Teacher Formerly with Halton County Board of Education	COUNSELLOR

Staff continued....

Marguerite Pirosko — COUNSELLOR
Art Consultant
Hamilton Separate School Board

T. Swift — COUNSELLOR
Art Teacher
Tecumseh Senior Public School
Halton County Board of Education

Lynne Woods B.F.A. — COUNSELLOR
Art Instructor
Central Secondary School
Hamilton Board of Education

NOTES REGARDING THE WORK OF THE STAFF MEMBERS

Counsellors

The work of the counsellors is to relate art and craft activities to the general school program, to assist the students to explore the various fields of art and to help these students acquire a sound pedagogy in the use of the activities explored.

Instructors

The instructors have the task of helping the students to develop adequate technical skill in the production of well designed art forms. They are not responsible for information about pedagogy.

Lecturers

The lecturers deal with their own specialized fields and give philosophical form to the questions under discussion. They deal also with problems connected with their special fields which are brought before them by the students.

The principal and staff will be pleased to discuss with students problems relating to their Winter Course programme.

TIMETABLE

SCHEDULE A TUESDAY EVENING ORIENTATION 6:30-9:30P.M.

September 23rd Registration

Day Number 1	2	3	4	5	6	
a)Sept.30 b)Oct.7 c)Oct.14	Oct.21	Oct.28	Nov.4	Nov.18	Nov.25	1st session
a)Dec.2 b)Dec.9	Dec.16	Jan.6	Jan.13	Jan.20	Jan.27	2nd session
Feb.3	Feb.10	Feb.17	Feb.24	Mar.3	Mar.10	3rd session
Mar.24	Mar.31	Apr.7	Apr.14	Apr.21	Apr.28	4th session

May 5 Open House 6-10p.m. - Displays and closing of course

SCHEDULE B SATURDAY MORNING ORIENTATION 9:00-12:00A.M.

Date	Time	Content
Oct. 4	9 a.m. - 12 a.m.	Research - Field Trip with assignments
Nov. 8	9 a.m. - 12 a.m.	Regular session i.e. 1 hour lecture and 2 hour workshop
Feb. 7	9 a.m. - 12 a.m.	Research - Halton County Resource for Ed. through Art & Audio Vis. Aids
Mar. 28	9 a.m. - 12 a.m.	Research - Field trip with assignments

* Lectures - See Both Schedules A and B above *

121 Elementary pedagogy	From September 30 to December 16 inclusive. i.e. 12 lectures	+
222 History of Art	From September 30 to December 16 inclusive. i.e. 12 lectures	*

NOTE + Lecture 121 mandatory for those enrolled in Elementary course
* Lecture 222 mandatory for those enrolled in Intermediate Part I

SELECTING A PERSONAL PROGRAMME

(1) If you are working toward an Elementary Certificate

(a) It is compulsory for you to elect one picture making unit (either HC 102 or HC 104) and the lecture unit HC 121.

(b) Summarize the gaps in your knowledge about art. Which courses should you choose in order to become more proficient in your work as a teacher of this subject?

(c) Think of the age range of students you teach, the current trends in education and the type of programming you use. Select courses which would lend themselves to strong correlation with the lives of the students under your charge.

Summary:

Since only unit HC 102 or HC 104 is obligatory, you are free to make your own choices for the three remaining workshop sessions. Though it is hoped such choices as you have made are fulfilled, please bear in mind that the first 20 people enrolled in each course for each session will have admission. For this reason, have second choices planned.

Selecting A Personal Programme continued....

(2) If you are working toward an Intermediate Part 1 Certificate

(a) It is compulsory to enrol in workshop unit HC 111e and lecture unit HC 222.

(b) Select a programme which includes both two and three dimensional work.

(c) Select some work similar to that in which you enjoyed the most success in previous units.

(d) If you plan to qualify for either a Specialist or Supervisor certificate in the future, it would be beneficial for you to enrol in the design unit HC 150 if you did not take it in your first year.

Summary:

You require any 3 workshop units in addition to the mandatory HC 111e and the lecture unit HC 222. The design unit HC 150 is strongly recommended.

Picture Making HC 102

A study will be made of art activities and techniques suitable for pupils in grades K-6. Theory and practice will emphasize picture making. Group work will be included.

Follows 6 day session plan - Mrs. Pirosko
Room 307

Picture Making HC 104

This unit will deal with picture making in the primary, junior and intermediate grades. A study will be made of the normal modes of expression of pupils in these grades. Areas of discussion and practice will include programming, methods, individual and group activity, handling of basic art materials, and a study of design applied to picture making. Emphasis will be directed towards grades 5-8.

Follows 6 day session plan - Mr. Mackison
Room 310

Elementary Drawing and Painting HC 111e

This unit offers a preliminary but detailed exploration of the elements of drawing and painting. This will include a wide range of materials in relation to varied subject matter. There will be an emphasis on outdoor sketching, still life, figure drawing, imaginative composition and creative drawing.

Follows 6 day session plan - Mr. Dowding
(For the 1st and 2nd sessions) Room 312

Elementary Poster Making and Bulletin Board Techniques HC 112a

This unit will briefly study lettering, design and content as they relate to classroom organization, bulletin boards, educational displays and poster making.

Follows 6 day session plan - Mrs. Newbigging
(For the 1st and 2nd sessions only) Room 325

Techniques in Picture Making HC 114a

This unit will deal with a variety of techniques and materials that will be helpful in adding interest and experimentation to the programme. Students will explore the possibilities of these techniques through production of works of their own. Some of the areas that will be considered include finger painting, spatter work, sponge painting, mosaics, collage, montage, paint, crayon, chalk, etc., and varying combinations of these same materials in creating expressive statements through art.

Follows 6 day session plan - Mrs. Mackison
Room 323

The Units of Work continued....

Elementary Pedagogy HC 121

This unit comprises a series of lectures on elementary pedagogy, philosophy and psychology with special reference to the teaching of art. Such topics as the characteristics of contemporary education, the individual and society, supervision, the learning process, objectives in art teaching, the democratic concept of education will be discussed with the object of developing an insight into the understanding of the role of the art teacher as an educator and as an educational leader in the community.

This unit is a prerequisite for all students who wish to receive an Elementary Certificate.

6:30 p.m. - 7:30 p.m. - Mr. E. S. Lavender
September 30 to December 16 Cafetorium
inclusive

Elementary Printing Processes HC 132

This is an exploratory unit designed to assist participants in the use of various printing media in the classroom. Techniques investigated will include vegetable, cork, and plasticene printing (to mention a few of many possibilities). As well, rubbings, stencilling, mono-printing and lino-cutting may be explored.

Follows 6 day session plan - Mrs. Neilson
Room 319

Elementary Ceramics HC 135

This unit will include methods of hand-building pottery and sculpture, practical glazing techniques, design and decoration, and firing techniques.

Follows 6 day session plan - Mrs. Woods
(For the 1st and 2nd sessions) Room 308

Elementary Paper Techniques HC 138a

In this unit the student will learn to use paper creatively. The work to be explored will include the use of paper in ways other than that of merely supporting flat work. The three-dimensional use of paper will be emphasized, and the use of torn paper, paper line compositions, mosaics, etc., will be considered.

Follows 6 day session plan - Mrs. Johnson
Room 318

The Units of Work continued....

Elementary Sculpture Techniques HC 139

An exploratory study will be made in modelling, carving and constructing. The student will experiment with a variety of materials.

Follows 6 day session plan - Mr. Newbigging
3rd and 4th sessions Room T108

Elementary Design HC 150

This is a unit dealing with the theories of design. The unit is devised to give art teachers an understanding of some of the basic theories and ideas underlying design in the wider meaning of the term. Though not a unit on how to design particular things it should help the teacher to apply or to recognize sound design in a variety of art products.

Follows 6 day session plan - Mr. Dowding
3rd and 4th sessions Room 312

Visual Perception and Design HC 150a

The student will experiment with a variety of materials to create both two and three dimensional design based on the visual perception of the natural and made environment. This unit will also involve research into the visual forms created by the artist from primitive society to the present day as he translated natural terms into humanistic terms.

Follows 6 day session plan - Mr. Swift
2nd and 3rd sessions Room 306

History of Art HC 222

This unit will consist of an examination of the historical development of art and its effect upon contemporary architecture, industrial design and painting. Considerable time will be devoted to discussion relative to the development of modern schools of design. The course will be somewhat similar to the Grade XIII Art History Course.

6:30 p.m. to 7:30 p.m. - Mr. Bateman
September 30 to December 16 Room 212
inclusive

SUMMARY-STAFF, UNITS OF WORK AND ROOMS

Name	Unit No.	Sessions	Room
Bateman, Mr. R.	HC 222	Sept.30 to Dec.16 inclusive	212
Dowding, Mr. J.	HC 111e HC 150	1st and 2nd 3rd and 4th	312
Johnson, Mrs. S.	HC 138a	1st,2nd,3rd,4th	318
Lavender, Mr. E.S.	HC 121	Sept.30 to Dec.16 inclusive	Cafetorium
Mackison, Mr. B.	HC 104	1st,2nd,3rd,4th	310
Mackison, Mrs. J.	HC 114a	1st,2nd,3rd,4th	323
Newbigging, Mr. D.	HC 139	3rd and 4th	T 108
Newbigging, Mrs. E.	HC 112a	1st and 2nd	325
Neilson, Mrs. N.	HC 132	1st,2nd,3rd,4th	319
Pirosko, Mrs. M.	HC 102	1st,2nd,3rd,4th	307
Swift, Mr. T.	HC 150a	2nd and 3rd	306
Woods, Mrs. L.	HC 135	1st and 2nd	308

WORKING AT YOUR PROGRAMME

STANDARD OF WORK — Students are often concerned about the standard of excellence they should reach in their manual work. How proficient should you be in art? It is felt that in the brief time allotted students should have as broad a survey of activities as possible, and should not spend too much time trying to perfect any one technique.

No one expects you to become an artist in a preliminary winter course. All the staff hopes is that you may have experiences which will enable you to become a better teacher. Therefore, do not repeat work just to perfect a skill. Skill is useful to have, but if you want to achieve it, practice between the end of this winter session and the beginning of the next session.

Once you have mastered enough of a technique to use it in a classroom, decide without delay your next field of exploration.

PRESCRIBED READING — With the exception of some of the lecture units, there is no "prescribed reading" for the units of work. An intelligent person reads a book to answer questions which have arisen during his experience. Probably no two persons will want to find the answers to exactly the same questions, and it would seem under the circumstances, to be wasteful of time and energy to do "prescribed reading".

WRITTEN ASSIGNMENTS — What has been said concerning "prescribed reading" applies also to "written assignments". With the exception of the lecture units, there are no "written assignments" attached to the work units. If the participant wishes to write on any topic in order to clarify his thinking or to help him to recall useful information he has discovered, he will do his writing in this notebook for his own benefit, and not as a proof of work done.

EXAMINATIONS — Counsellors and instructors do not set examination papers. Lecturers, however, may give short tests throughout their units or may set a final paper. They may, on the other hand, summarize a student's progress by means of "term's work" or in any other manner they may wish to choose.

Working at Your Programme continued....

NOTEBOOKS Students are expected to keep notebooks during the winter session. Your notes (suitably illustrated) should contain such information as will be valuable to you when you return to your teaching position. Write only that which is necessary and useful. The following items are suggested:

(1) Short descriptions of new techniques learned, including the materials and tools involved.

(2) Suggestions for correlations of these techniques with other areas of school life.

(3) A brief summary of valuable theory (both of aesthetics and of methodology) connected with the techniques which your co-workers and your staff members have contributed.

(4) An outline of the problems discussed by lecturers which are of importance to you.

(5) Short accounts of any reading which may have bearing upon the topics outlined in your notebook.

WHEN YOU FINISH A WORK UNIT

At the close of each unit of work you have a number of things to do:

1. Each student has a progress record card which he obtained upon registration. These cards have spaces for a record of activities explored under the guidance of the staff members. On the last day on which you intend to stay in each unit of work, get your card. Each group will be told when its cards are available.

2. WRITE IN INK a short description of the work you have completed in the proper spaces on the record card.

3. Take your card, together with the work you have completed, to the staff member for his appraisal. Your staff member will then write a short statement of your progress and will sign the card. It is your privilege to know what the staff member says about your progress. In this way, you will always know how well you are succeeding in your work.*

4. LEAVE your record card with the staff member.

5. Take your notebook to your staff member and have him initial it.

* Comments might consist of the following:

Working at Your Programme continued....

"EXCELLENT" : meaning that the student is most co-operative, creative and open-minded, seems to have a grasp of the essentials of contemporary art education, produced work which is outstandingly well designed, and attacks problems with considerable intellectual vigour.

"COMPLETE" : meaning that the student is co-operative, produces work which is reasonably well designed, is not unreasonably opposed to compemporary trends in art education, and goes about the work on hand with reasonable self-reliance; works to capacity.

"INCOMPLETE" : meaning that the student is unintelligently opposed to contemporary trends in art education, shows strong signs of laziness, produced copied work or work which is very badly designed; is resentful of change. Some staff members may make other comments.

[redacted]

[redacted]

GENERAL INFORMATION

Parking

The school grounds contain ample specified parking areas.

Coffee Break

Plans are under way for purchase of light refreshments during the 15 minute break. Specific arrangements will be announced on registration night.

Smoking

Because of fire regulations in general and hazards associated with art materials there is a strict NO SMOKING LAW inside the building with the exception of the area (s) which will be designated on registration night. Remember please SMOKING WILL BE POSSIBLE ONLY IN AREA (S) DESIGNATED.

Visitors

Please feel free to invite your friends to visit the course sessions at any time. A special display will be exhibited during an Open House to be held on the last evening of the course.

Display of Students' Work

It may be easily understood that displays of work are rather difficult to arrange since we are visitors in a school with its own busy schedule of events. Where displays are mounted, students must not remove work from display boards, but should obtain it from the staff member after it has been returned to the room where it was produced. Students will be expected to assist in arranging these displays.

TOOLS AND SUPPLIES — Owing to the high cost of art supplies, students are asked to be particularly careful not to be wasteful of any materials. Every student is urged to bring a pair of scissors, since no scissors will be supplied. Sufficient quantities of all other tools and supplies for normal activities are available at no extra cost. Should a student require larger than usual quantities of any materials, an extra charge would be made.

STUDENTS' ABSENCE — It will be realized that even one evening's absence is a serious matter in a concentrated winter session such as this. Students who wish to obtain an art certificate may not be absent from any class written on Form A. Should illness prevent a student from attending class, a doctor's or dentist's certificate must be presented upon return to the winter session. In the event of absence, it is the student's responsibility to catch up on the work missed.

EVALUATING THE WINTER SESSION

No matter how thoughtfully a winter session of this kind is planned, there is always room for improvement. Students, who are people with the greatest insight into the success of the courses, are asked to evaluate the existing organization. They should suggest means of improving present conditions whenever a practical idea occurs to them. Many of the present arrangements at the art courses are based upon the suggestions offered by students at former winter and summer sessions. A questionnaire similar to the one on the last page will be circulated at the end of the course for this evaluation.

FOR CURRENT ANNOUNCEMENTS

Please check the bulletin board EACH evening as you enter the school.

Please complete the following questionnaire. Your evaluation of the course will assist the staff in future planning.

WILL THE COURSE HELP YOU IN YOUR CLASSROOM? _____

_____

WHAT UNITS WOULD YOU LIKE TO HAVE INCLUDED THAT WERE NOT INCLUDED THIS YEAR? PLEASE SUGGEST ONLY UNITS THAT WOULD HELP YOU IN YOUR CLASSROOM. _____

_____

_____

LIST ANY SUGGESTIONS RE LECTURE UNITS _____

_____

_____

LIST ANY SUGGESTIONS RE WORKSHOP UNITS _____

_____

_____

WHY DID YOU ENROL FOR THE ART COURSE THIS WINTER? _____

_____

DO YOU PLAN TO TAKE OTHER ART COURSES OFFERED BY THE DEPARTMENT OF EDUCATION IN THE FUTURE? _____

_____

_____

ADDITIONAL REMARKS _____

_____

_____

PLEASE CIRCLE YOUR RATING OF THE COURSE:

POOR FAIR GOOD EXCELLENT

PLEASE DO NOT SIGN THIS